

RESIDENTIAL ALTERATION **(INTERIOR WORK ONLY)**

Two (2) complete plan sets will be required with the following information:

- 1) Residential Building Permit Application, available at www.elpasotexas.gov
- 2) Property address
- 3) Square footage for all areas where work will done:
 - a) Living areas
 - b) Garages & carports
 - c) Covered porches, patios & balconies
- 4) Dimensioned site plan drawn to scale. The site plan drawing requires the following information:
 - a) The property lines
 - b) All setback lines
 - c) All proposed and/or existing structures on the site
- 5) Architectural scale drawing of the structure which shows the following:
 - a) Floor plan which indicates:
 - i. Dimensions & identification of all rooms & spaces
 - ii. Location, size and types of all windows & doors
 - iii. Smoke and Carbon Monoxide detector locations
 - iv. Residential fire sprinkler systems if required
 - v. Typical interior wall sections
 - vi. Architectural drawing of any new stairs, railings, interior walls, fireplaces, rock walls & retaining walls
- 6) International Energy Code Compliance report if alteration will result in new living areas. Compliance can be shown by using the REScheck form that is available at www.energycodes.gov

For help in obtaining information or to contact the Building Permit Division, please call (915) 212-0085 or visit our website at: <http://www.elpasotexas.gov/planning-and-inspections>